



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Library Trustee Minutes 11/10/2009

Robbins Library Board of Trustees
Minutes
November 10, 2009

Call to Order

Ms. Fennelly called the meeting to order at 7:21 pm. The following Trustees attended: Katherine Fennelly, Brigid Kennedy-Pfister, Barbara Muldoon, Heather Calvin and Frank Murphy. Kathryn Gandek-Tighe and Joyce Radochia were absent. The Library Director, Maryellen Loud, also attended.

Approval of Minutes

Trustees approved the minutes of October 13, 2009. Motion made by Ms. Kennedy-Pfister seconded by Mr. Murphy, vote taken, the minutes were accepted.

Communications

No communications.

Community Time

No community members were present at the meeting.

Director's Report for October

Mr. Murphy asked about what the focus of capital requests were. Ms. Loud stated that, among other things, they included information technology; vend printing machine; replacement of roof; fixing stairs; re-pointing the building; exhaust fans for restrooms; etc. Ms. Loud also stated that the library is in the process of clarifying the Library eating and drinking policy.

Discussion of the Community Read Titles

The Trustees had a discussion of the Community Read Titles on the theme of the Lost Boys and Girls from Sudan. All the trustees enjoyed the challenging material contained in the books and were moved by the resilience of the children involved.

Report of attendance at community read events and circulation of the titles showed that the community read was very successful. We had good attendance at all the speakers program, the movie and the festival.

FY 2011 Budget Preparation

Trustees noted the statements of Mr. Hurd and Ms. Rappaport to the Board of Selectman at the Selectmen's meeting last week regarding Friends of Fox fundraising.

Ms. Loud has prepared a preliminary budget for FY2011 with potential 10% cuts.

The trustees asked for a review of all library circulation statistics in the context of potential hour reductions.

Trustees would like to see reports of these statistics so that we can analyze a variety of possible money saving solutions while ensuring that the highest volume days/hours are retained. It was suggested that Ms. Loud consider ideas such as coherence of the days/nights we close so that patrons will be able to remember the schedule. It was

also suggested that the library might consider some small hour reductions each day to accumulate savings over the year. For example, shaving one half hour off each day over the year.

Ms. Loud asked the Trustees to review the Draft FY 2011 Budget Narrative and to give suggestions by next week.

Reduction in State Funding to Libraries

Mr. Murphy reviewed the MBLC Annual Regional Liaison Report received this morning. The report demonstrates further reductions in statewide library funding. The report shows a reduction of approximately \$8.5 million from FY 2009 to FY 2010 with the 9C cuts. There is a projected further cut in 2011 of almost 18%. Trustees expressed concern about these ongoing cuts.

Fundraising

We now do a Spring, Sundays, and Fall/Winter campaign. The Fundraising Committee is now working on the Fall campaign. When analyzing the Fall campaign, it was noticed that the funds raised in this portion of the year are generally used for materials. This invites a possible marketing strategy for this campaign to distinguish it from other campaigns. The working theme is "What great things have you found at the library...?" With the idea of asking folks to contribute in order to maintain these great resources. The campaign will use vignettes to show the variety of materials that can be found at the library. Ms. Calvin and the committee are writing the letter on this theme.

Long Range Plan

The trustees reviewed the summary of the long-range plan and made some suggestions that were accepted.

Other

Stephen Gilligan will join us at the December meeting to discuss performance of the trust funds etc.

Next meeting is December 8th.

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,
Brigid Kennedy-Pfister